

Policy Memo: 1-2-2012

Memo Name: New Non-Discrimination Statement Implemented by USDA.

☐ Policy Clarification

☒ Policy Change

☐ New Policy

Effective Date: July 8, 2012

Policy Effective Until: Ongoing

Policy Memo Effective Until: Procedure is approved by USDA.

Author: Marge Blankenship, WIC Clinic Services Coordinator

USDA has provided us with a new nondiscrimination statement for use by WIC programs. This statement must be placed on all program and outreach materials that discuss program benefits or eligibility. This would include any agency and program web sites. As always nutrition education and breastfeeding materials that provide only a nutrition message are not required to use the nondiscrimination statement.

Only the full statement has been changed. The short statement for use on materials too small to allow the full statement remains the same as before.

To save program costs agencies may use up supplies of materials with the old statement they already have printed. Any new or revised materials or materials that are being reprinted must contain the new statement effective immediately. The state is updating all forms with the new statement.

To prevent the need to start a new Signature Form for all existing clients and at the same time let them know the correct address for filing a complaint, labels containing the new statement have been printed. A crack and peel label should be placed over the current statement on all existing client's Signature forms. This will allow us to continue using the same form throughout a client's time with WIC. You will be receiving a supply of labels (English & Spanish), in the mail this week. You can order more as needed by calling Kathy Fischer at the state office.

The new statement is:

In accordance with Federal Law and Department of Agriculture (USDA) policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call toll free (866) 632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.

The Spanish translation of the new statement is:

De acuerdo con la ley federal y las políticas del Departamento de Agricultura de los EE.UU. (USDA, sigla en inglés), se le prohíbe a esta institución que discrimine por razón de raza, color, origen, sexo, edad, o discapacidad.

Para presentar una queja sobre discriminación, escriba a USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410, o llame gratis al (866) 632-9992 (voz). Personas con discapacidad auditiva o del habla pueden contactar con USDA por medio del Servicio Federal de Relevos (Federal Relay Service) al (800) 845-6136 (español) o (800) 877-8339 (inglés). USDA es un proveedor y empleador que ofrece oportunidad igual para todos.

If you have any questions, please contact me at (308) 865-5616.

xc: State WIC Staff
USDA Denver Office
USDA Field Office